

**MINUTES OF  
CITY OF DUVALL  
COUNCIL MEETING  
April 24, 2008  
7:00 P.M. - Duvall Fire Station**

Council Workshop    6:00 PM:    *CANCELLED*

**The City Council Meeting was called to order by Mayor Pro Tem Kuntz at 7:02 P.M.**

**Council Present:**    Gérard Cattin, Vicki Edwards, Elizabeth Walker, Dianne Brudnicki, Gary Gill, Anne L. Pennington, Glen Kuntz.

**Staff Present:**    Steven Leniszewski, Glenn Merryman, Dianne Nelson, Cari Hornbein, Bruce Disend, Jodi Lee Wycoff, Fire Chief John Lambert.

**I.    Additions or Corrections to the Agenda:**

Under Consent Agenda add: Payroll Checks #4974-4981, in the amount of \$167,717.78; Claims Checks #4974-4981, #4973/4983/4988 in the amount of \$266,302.26; Excuse the absence of Councilmember Brudnicki.; Under Executive Session remove: 10 minutes for Property Acquisition.

**II.    Adoption of Council Agenda:**

*It was moved and seconded (Cattin-Gill) to adopt the Council Agenda.  
The Motion carried. (7 ayes).*

**III.    Comments from the Audience:**

Jerry Konoske, 27533 NE 141 Court, Duvall, said that he is still having problems with his cable. He lives in the Kaspar Heights area. He would like to discuss the issue with Broadstripe.

Scott Cummings, 274<sup>th</sup> Court, Duvall, said that he too is still having problems with Broadstripe and would like to talk to them after their presentation.

**IV.    Approval of Consent Agenda:**

*It was moved and seconded (Walker-Gill) to approve the consent agenda which included Payroll Checks #4974-4981, in the amount of \$167,717.78; Claims Checks #4974-4981, #4973/4983/4988 in the amount of \$266,302.26; Approving the Council Meeting Minutes of 4-10-08, and Excusing the Absence of Councilmember Brudnicki.  
The Motion carried. (6 ayes).*

**V.      Presentation:              Broadstripe Cable Update**  
**David Harwood, Vice President & General Manager**  
**Rick Clark, Vice President Government Relations**

Rick Clark, Vice President of Government Relations, said that the number of customer escalation calls has gone down. The sweep project was completed last week. They found that the electrical system was good and they upgraded it where needed. They did have to replace quite a bit of the hardware. He announced that Broadstripe recently hired Mike Bounds as Technical Operations Manager and promoted Ron Burnett to Technical Supervisor. The new service launches are ahead of schedule, which should be completed by the end of next week, and will bring a number of HD channels live. They are still negotiating with HBO and hope to have HBO HD by the end of May. Lastly, Rick said that they have been talking to customers that have complained at previous meetings and they are continuing to talk to them about their issues.

Mayor Pro Tem Kuntz said that he is impressed with the work Broadstripe has done so far. He asked about moving the fiber optics from the Rose Room to the Police Department. Mr. Clark and Chief Merryman both confirmed that they are working on that project.

Council requested Broadstripe to supply them with the actual customer service and customer escalation numbers. Rick said he will work to get them that information.

**Presentation:              Fire District 45 – Levy Lid Lift – Chief John Lambert**  
**Q&A - 15 Minutes**

Fire Chief John Lambert showed a presentation on the Levy Lid Lift. They are asking voters to approve the Lift at \$1.35 per \$1000. It is currently at \$1.02 per \$1000. The last Lift they requested was in 1998. This is a mail-in only ballot which will be mailed May 2<sup>nd</sup>. The deadline to get the ballots returned is May 20<sup>th</sup>. Chief Lambert showed maps of the area that their district covers. He also went over their revenues, expenditures and the different challenges they face in this district. The Lift would equate to approximately \$700,000 per year and what that money would go towards. The main reasons for the Lift are to construct a new station at Kelly Road/Cherry Valley Road, maintain their current staffing levels, maintain reserves for any new vehicle and equipment needs and to complete some upgrades on the Big Rock Road station.

**Presentation:              Carnation-Duvall Police Services – Annual Report**

Police Chief Glenn Merryman introduced Lieutenant Jeff Anspaugh and Lieutenant Carey Hert to present the first portion of the report.

Lieutenant Anspaugh and Lieutenant Hert showed a presentation detailing the services and programs the Carnation-Duvall Police Services provide. They also showed pictures

of all of the officers and other employees and explained what it is that they do for the Department. They explained that the Administrative Team sets goals at the beginning of each year and reviewed the goals they reached in 2007. Some of those goals were to hire a new Records Manager, restructure the Department and hire an Operations Lieutenants. They also explained the primary responsibilities of the officers and reviewed their stats from 2007. They discussed the training that each officer is required to go through. They discussed the number of vehicles the Department fleet has. There is a new truck and SUV added to the fleet to assist with the many times they have to haul equipment to and from the Department. The Department has a DARE instructor who taught 118 students between Carnation Elementary and Cherry Valley Elementary. The Department also has a new RAD (Rape Aggression Defense) instructor. They showed a video of a class of elementary school students who visited the city offices and Police Department recently.

Chief Merryman then handed out the Annual Statistical Reports for both Carnation and Duvall. He reviewed the report and answered questions from Council.

## **VI. Scheduled Items:**

### **1. Mayor:**

Mayor Pro Tem Kuntz said that he, Mayor Ibershof and Cari Hornbein met with King County yesterday to discuss the Heritage Park. There are still some big steps that need to be taken, but they are continuing to work on the project.

### **2. Committee Reports:**

- a. Land Use Committee: Councilmember Elizabeth Walker said that they met today to discuss various topics dealing with code amendments that they will bring to Council soon.
- b. Public Works Committee: Councilmember Gary Gill said that they are continuing to work on the AT&T agreement to put an antennae on the water tower. They also discussed the relocation of a power pole on NE 145th Street which is on the agenda tonight. They looked at the budget to underground the utilities on Main Street – it looks good. They are looking at the possibility of offering phase incentives for the Main Street project to make sure that certain items are done at certain times during the project.
- c. Public Safety Committee: Councilmember Vicki Edwards said that after putting the RFP out for prosecution services, they have seven qualified candidates. They will be conducting interviews tomorrow. She also told of her experience going to night court recently. She said Duvall is well represented.
- d. Economic Development Committee: Councilmember Anne Pennington reported that the committee took a field trip to Arlington who had a very successful Main Street project. They turned the project into a community event. The committee is brainstorming for our own project and how to make it as successful.

e. Finance & Administration Committee: Councilmember Gérard Cattin said that the committee has been working on policies and procedures, two of which are on the agenda for approval tonight. They are working on a granting policy now which they will bring to Council soon. He also said they reviewed the quarterly report that will be discussed later in the meeting.

### **3. Council: *No Reports***

#### **4. Staff Reports:**

a. Cari Hornbein, Planning Director/City Hall Administrator, reported that the Associate Planner she had hired decided to take a different job so they are back to looking for a qualified candidate. In the meantime, they will continue to work with Karen Swenson on a contract basis. Cari announced that the CamWest properties closed today. The only exception is the five acres that they have to wait until July on. They have started having strategy discussions with CamWest to look at the major issues facing the development. The biggest issue right now is 3<sup>rd</sup> Avenue. Cari also reported that they will be sending a survey about the Park Plan out to a random group of residents. Approximately 600 surveys will be mailed out on May 2<sup>nd</sup>. They will also offer an online option to fill out the survey if people prefer. The entire survey process should take approximately two months. Cari reminded everyone that she will be out next week at a conference.

b. Steven Leniszewski, Public Works Director, reported that they had a constructability review meeting with KPG recently. The next step on the Main Street project is to get approval from WSDOT for the channelization. One thing that Arlington did before their Main Street project that Duvall is planning to do is to inspect every structure that will be affected by the construction. For example, they will look at a building's foundations and make any notes of damage to the foundation before construction begins. They will give a copy of the report to each building owner. This will hopefully negate any unnecessary damage claims caused by the construction. Steve said that Doreen Booth and Boyd Benson are working hard on a downtown parking plan during construction. Doreen is also the person responsible for the Main Street Project fact sheet that everyone received in their boxes. Steve announced that Carnation is hoping to start their own Building Department soon. Duvall's Building Department will finish working on the project they currently have for Carnation. He said that Carnation's sewer is scheduled to go online on May 5<sup>th</sup>. The ribbon cutting will be on May 2<sup>nd</sup>. Lastly, Steve said that we should have two final plats coming in next week.

c. Dianne Nelson, Finance Director, handed out and reviewed the quarterly report on revenue and expenditures for the first quarter of 2008. She said there is nothing surprising and nothing to be concerned about when looking at the numbers.

d. Glenn Merryman, Carnation-Duvall Police Chief had no report.

e. John Lambert, Fire Chief had no report.

**9:00 p.m. Mayor Pro Tem Kuntz called a 5 minute recess.**

**9:05 p.m. The Council Meeting was called back to order.**

**VII. Public Hearing: None**

**VIII. New Business:**

1. (AB08-22) Resolution #08-03 establishing a policy for paying for meals and incidental business expenses. *It was moved and seconded (Cattin-Walker) to Approve Resolution #08-03 Establishing a policy for paying for meals and incidental business expenses. The motion carried. (6 ayes).*

2. (AB08-23) An Ordinance #1071 amending Duvall Municipal Code Chapters 9.02, 9.03, and 9.04 to update utility billing procedures. *It was moved and seconded (Cattin-Gill) to Approve Ordinance #1071 of the City of Duvall, amending Duvall Municipal Code Chapters 9.02, 9.03, and 9.04 to update utility billing procedures. The motion carried. (6 ayes).*

3. (AB08-24) Approve and authorize the Mayor to sign agreement with Karen Swenson for consulting services. *It was moved and seconded (Gill-Pennington) to Approve and authorize the Mayor to sign agreement with Karen Swenson for consulting services. The motion carried. (6 ayes).*

4. (AB08-25) Authorize the City Public Works Director to sign the agreement letter and pay for the associated costs to the relocation of the PSE utility pole on NE 145<sup>th</sup> and 3<sup>rd</sup> Avenue NE. *It was moved and seconded (Pennington-Gill) to Authorize the City Public Works Director to sign the agreement letter and pay for the associated costs to the relocation of the PSE utility pole on NE 145<sup>th</sup> and 3<sup>rd</sup> Avenue NE. The motion carried. (6 ayes).*

**IX. Executive Session: For the purpose of discussing potential litigation  
RCW 42.30.110 (1)(i)(B) – 20 Minutes**

9:07 p.m. The Council Chambers were cleared for a 20 minute Executive Session regarding Potential Litigation.

9:27 p.m. The Executive Session was extended a total of 30 minutes.

9:57 p.m. The Council meeting was called back to order.

**X. Adjournment:**

*It was moved and seconded (Cattin-Pennington) to adjourn.*

*Motion carried. (6 ayes).*  
Meeting Adjourned 9:57 p.m.

Signed \_\_\_\_\_  
Mayor Pro Tem Glen Kuntz

Attest \_\_\_\_\_  
Jodi Lee Wycoff, Administrative Assistant